



Parks & Recreation Board MEETING NOTES APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	11.05.12 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Bonfiglio
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Parks & Recreation Board		Council Liaison	
--	David Scheirman, Chair	X	Bill Butterfield, City Councilor
X	David Bonfiglio, Vice Chair		
--	Brian Stecher		
X	Thad Overturf	X	City Staff Kristen Switzer, Community Services Director
X	Lu Vanderburg	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Marney Jett		
X	Lynn Snyder		
X	Mary Reid		
X	Michael Damann		

MEETING NOTES

1. Call to Order/Roll Call (Scheirman)

- The meeting was officially called to order at 7:03 pm.

2. Adjustments to the agenda (Scheirman)

- No adjustments were made to the agenda.

3. Citizen comment (Scheirman)

- No citizen comments.

4. Approval of minutes (Scheirman)

- Damann pointed out that his background was listed incorrectly in the October 01, 2012 minutes. *Reid motioned to approve the October 01, 2012 minutes with correction. Overturf seconded. All in favor; motion passed.*

5. Reports

- Park Maintenance Update (Switzer)**
 - Switzer shared that the leaf pick-up program is now underway. The schedule is posted on the City's website. Public Works crews have been staying busy with mowing and leaf pick-up throughout the City. Switzer also shared that Snyder Park's turf field will be replaced next summer. It will be a multi-purpose field.

- **Recreation Monthly Report – October 2012 (Switzer)**

- Youth football played 20 games at the high school during the month of October. This finished their regular season. They had four teams make it to the playoffs. Those teams were the 5/6 Cardinal, 5/6 Grey, and the 5/6 Red teams. In addition, the JV Black and the JV Red teams will participate in a tie breaker to see who moves on to the playoffs. Our youth football organization has done a great job again this year.
- The Youth cheer team performed at all of the youth football games and will be finishing up their season at the playoffs.
- Youth volleyball finished up their season. They played approximately 14 games at SMS, LRMS, and Archer Glen during the month.
- Youth softball and youth baseball finished up their fall seasons during the first part of the month. The baseball team may have lost a couple of games due to the rain, but all-in-all had great weather for the season.
- Youth soccer held 22 classic games at Snyder Park and SMS. They also held over 150 recreational games at Hopkins, SMS, LRMS, and Middleton during the month. The younger kids have finished their season, but the older kids will play for another couple of weeks.
- The Greater Portland Soccer District played 12 adult games at Snyder Park on Sundays during October.
- Invoices will be going out to all fall sports organizers sometime in November after basketball starts.

Monthly Report October 2012					
<u>October-12</u>	<u>Oct-12</u>	-	<u>YTD</u>		<u>Sep-11</u>
-					Est.
<u>Usage</u>		People		People	People
-	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served</u>
Leagues	3	294	6	1218	378
Rentals	45	1035	180	3333	2175
Other (Classes)					
[1] Day Use	8	49	18	101	75
Total Usage		1378		4652	2628
<u>Income</u>	<u>Oct-12</u>	<u>YTD</u>			
Rentals	\$2,949	\$10,609			
League fees (indoor)	\$500	\$13,516	-	-	
Card fees (indoor)	\$80	\$280			
Day Use	\$211	\$438			
Advertising					
Snacks	\$121.75	\$433			
Classes					

Total	\$3,862	\$25,276			
FY 11-12					
-	<u>Oct-11</u>	<u>YTD</u>			
Rentals	\$5,225	\$11,770			
League fees (indoor)	\$7,890	\$16,190			
Card fees (indoor)	\$280	\$550			
Day Use	\$145	\$194			
Merchandise					
Snacks	\$259	\$779			
Classes					
Total Income	\$13,799	\$29,483			
**Estimated number of people served based on fact that all rentals have a varying number of people. Each team also will carry a different # of people on their roster.					

- **Tonquin Trail Update (Stecher)**
 - Stecher was not present at this meeting. No update.
- **Town Center Plan (Reid)**
 - No update.

6. Preparation for Annual Meeting with Council (Switzer)

- Switzer handed out a copy of the goals set last year for SWOT. She told the group that Joe Gall will be simplifying the requirements this year. The group should think of three or four things that they accomplished this year that they are proud of. They should also think of two or three things to focus on next year. Jett would like to focus on the Cedar Creek Trail in the upcoming year. Switzer also mentioned that URA and SDC's will be coming in, so there may be opportunities to upgrade parks. Jett would like to focus on updating the current parks we have instead of adding new parks. The board would like to see a priority list from the Public Works Department that shows which parks need attention first and cost estimates for the updates. Switzer also mentioned that they could possibly pursue an OPRD grant, but it requires a match. There may be enough in park SDC's to pursue it. Many projects are still in the works, so the board would like to keep the goals from last year the same.

7. Council update (Butterfield)

- Butterfield had no new updates to share with the group.

8. Other

- Switzer shared that the Eagle Scout bike rack project at Stella Olsen Park has been completed. The bike rack has a few minor differences from the original plan that was agreed upon. The Eagle Scout was supposed to have all materials on hand before he started the project, but he did not. He ended up running out of time and had to put a temporary roof on the structure. He has since replaced it with the correct roofing. Also, the bike rack itself was supposed to be purchased from a manufacturer and painted to match

the existing doors and bike rack on site. The actual bike rack installed is metal tubing that was bent to shape and galvanized. All-in-all the bike rack is a great addition to the park.

- There will be no meeting in December since there will be two other meetings to attend. The Cedar Creek trail kickoff will be held December 5th and the SWOT meeting will be held December 18th.

9. Next meeting/adjourn

- The next meeting will be held Monday, January 7, 2012 at 7:00 pm at City Hall.

Adjourned at 7:43 pm